

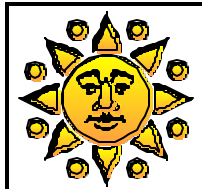


FOOD SCOOP

“A Michigan Food & Nutrition Program Edition”
NOVEMBER/DECEMBER 2001
Issue No. 4

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NEED ASSISTANCE CALL:

School Meals Program	(517) 373-3347
Food Distribution	(517) 373-8642
Fiscal Reporting	(517) 373-2077
Child Care Food Program	(517) 373-7391
Fax Number	(517) 373-4022





Food For Thought

New Nutrition Education and Promotion Campaign, EAT SMART. PLAY HARD.

Last year, USDA launched a new nutrition education and promotion campaign, **EAT SMART. PLAY HARD™**, to promote healthy eating and to encourage physical activity. The Campaign's messages have been endorsed and supported by many national organizations including the American Dietetic Association, the American School Food Service Association, the National Association of WIC Directors and others.

There are six colorful Power Panther™ posters available. A sample of these posters can be found on the USDA web site at www.fns.usda.gov/FNSmascot/Posters/posters.htm. Requests for posters should be faxed on the attached order form or on agency or school letterhead.



Commodity Corner

Try This...Courtesy of Grand Rapids Public Schools

Michigan Department of Education (MDE) recently received this email regarding the Commodity Dehydrated Potato Flakes from Grand Rapids Public Schools:

Grand Rapids Public Schools LOVES the potatoes. We pour the flakes into a pan of cold water...stir...bake...Presto!

We tell our cooks to fill a full steam pan with cold water 1 1/4 inch from the top of the pan then pour 2 1/2 pounds of potato flakes into the water...Bake in a 350 degree oven (time varies...but an internal temp of 165 is desired)

This may be an answer to your Dehydrated Potato Flakes dilemma!! If you have an idea for a commodity food, please feel free to share it with MDE.

DISPOSAL OF COMMODITY FOODS

Before USDA commodities may be discarded, Michigan Department of Education (MDE) must be notified. No commodity may be disposed of without proper authorization from MDE. Although a local health department can provide valuable input regarding foods to dispose, they are not authorized to direct disposal of USDA commodity foods. Once authorization has been received from MDE, commodities may be taken to a sanitary landfill or properly disposed by burning or by being put in a garbage dumpster. All marks identifying the product as containing USDA foods are to be removed or obliterated. Please notify Victoria Hwang of the Food Distribution Program at 517-373-4336 if you have a commodity that requires disposal.

Commodity Complaint Procedure

When a Food Service Director identifies a problem with a commodity food or a processed commodity food, Michigan Department of Education (MDE) must be notified by phone at (517) 373-8742. MDE will direct you to complete the Recipient Agency Commodity Complaint Form. A copy of

this form is included in this issue of the Food Scoop. This form is used to report the following complaints about USDA commodity foods:

Case content of USDA commodity foods or processed commodity foods are damaged - leaky, bulged can, loose labels, etc.

Problems regarding the quality of USDA commodity foods or USDA commodity processed foods - foreign object in a commodity, or problem with the color, texture or palatability of a commodity food.

When explaining the complaint, it is important to be as specific as possible. Delivery information is especially necessary for USDA to trace a commodity product to the original vendor. This includes: date product received, contract number, notice of delivery number, lot number and can codes (if applicable). Fax (517) 373-4022 or mail to MDE within three days of the call to MDE. MDE will then provide direction for you relating to

items related to the verification sample, discussed in paragraph two, require the following correction/clarification:

1. The verification sample is based on the number of "paper applications" approved as of **October 31, 2001** not October 31, 2000, as listed.

2. The explanation of Random Sampling and Focused Sampling was not included in the packet as was indicated. This information is attached to this issue of Food Scoop. Please combine it with Administrative Policy #5 for future reference. Information on Random and Focused Sampling can also be found at either the MDE web site at <http://www.state.mi.us/mde/off/oss/index.htm#FoodNutrition> or at the USDA web site, <http://www.fns.usda.gov/cnd/> listed under National School Lunch Program, Free and Reduced Price Meal Benefits, Eligibility Guidance for School Meals Manual p. 61- 62.



Regulatory
Issues

disposal or holding of products.

VERIFICATION:

ADMINISTRATIVE POLICY #5

Food Service Administrative Policy #5 School Year 2001-2002: Verification of Eligibility for School Meals was recently mailed to you. Two

<p><i>November/December, 2001</i></p> <p><i>CALENDAR OF EVENTS</i></p> <p><i>CHILD NUTRITION PROGRAM</i></p>	<p><i>Michigan State Board of Education</i> <i>Kathleen N. Straus, President</i> <i>Sharon L. Gire, Vice President</i> <i>Michael David Warren Jr., Secretary</i> <i>Eileen L. Weiseer, Treasurer</i> <i>Marianne Yared McGuire, NASBE Delegate</i> <i>John C. Austin</i> <i>Herbert S. Moyer</i> <i>Sharon Wise</i> <i>Thomas D. Watkins, Superintendent</i> <i>Governor John Engler, Ex-Officio</i></p>
<i>November 2001</i>	
<i>10</i>	<i>October Monthly Claim Due</i>
<i>29</i>	<i>Cut-Off for September Monthly Claim</i>
<i>December 2001</i>	
<i>10</i>	<i>November Monthly Claim Due</i>
<i>15</i>	<i>Deadline for Verification Completion</i>
<i>30</i>	<i>Cut-off for October Monthly Claim</i>

Random Sampling

The minimum required sample size is 3 percent or 3,000, whichever is less, of all approved applications on file on October 31. A random sample should include both income eligible and categorically eligible applications. No attempt should be made to select only categorical applications.

Calculation and selection of the minimum required number of applications in the SFA to verify under random sampling:

Step 1. Count the total number of approved applications on file on October 31. Multiply the total by .03. Round decimals upward. At least one application must be verified.

Example: $340 \text{ applications} \times .03 = 10.2 \text{ applications}$. Round upward to 11 applications.

Remember, families approved through direct certification are not included in the application pool.

Step 2. Compare the result in Step 1 to 3,000. The sample size is the lesser number.

Example: In this example, 11 applications must be verified to meet the required sample size.

Step 3. Randomly select the required number of applications.

- (1) A selection interval may be used. This can be accomplished by dividing the total number of approved applications on file in the SFA by the sample size to determine the selection interval.

Example: If there are 340 applications on file and 11 are required to be verified, divide 340 by 11 = 30.9. In this case, the selection interval is 31. Number all the applications. Randomly select an application from the total approved, and then choose every 31st application until 11 applications have been selected.

- (2) Another random method of selection would be to put all the applications in a container and draw the eleven applications out for the verification sample.

Families approved through direct certification do not need to be verified.

Focused Sampling

In focused sampling, a minimum required percentage or number of applications based on income eligibility must be selected for verification AND a minimum required percentage or number of applications approved based on categorical eligibility must be selected for verification.

The SFA must verify a minimum of:

- (1) the lesser of 1 percent or 1,000 of the total number of approved applications (both income and categorical). The 1% sample is selected from income applications with total household income within \$100 monthly or \$1,200 annually of the income eligibility guidelines (IEGs) for free and reduced price meals; PLUS
- (2) the lesser of .5 percent (one half of 1 percent) or 500 of the total number of applications that were approved based on categorical eligibility, selected from applications with a food stamp or FIP number.

EXAMPLE:

300 income applications
200 categorical applications
150 direct certification families
500 total applications in the application pool

Remember, families approved through direct certification are not included in the application pool.

- | | |
|----------------------------------|-------------------------------|
| (1) 500 total applications | $\times .01 = 5$ |
| (2) 200 categorical applications | $\times .005 = \underline{1}$ |
| Total sample | $= 6$ |

- (1) A sample of 5 applications must be selected from the 300 income applications, **PLUS**
- (2) 1 from the 200 categorical applications.

Families approved through direct certification do not need to be verified.

STATEWIDE TRAINING PROGRAM CLASS SCHEDULE

2001

NOTE: All registrations must be in the MDE office before the deadline dates--
registrations received after the deadline dates will be returned!

SCHOOL FOOD SERVICE BASICS - 100 Fee: Member \$18.00 and Non-Member \$25.00
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Location	DatesTimes
Lenawee ISD 4107 North Adrian Highway Community Room Adrian, MI 49221 Deadline: November 17, 2001	December 1, 6, 20018:30 a.m. - 2:30 p.m. (1 st) 3:00 p.m. - 8:00 p.m. (6 th)
Farmington Training Center 33000 Thomas Farmington, MI 48336 Deadline: November 19, 2001	December 3, 10, 17, 20012:30 p.m. - 6:00 p.m.

SANITATION AND FOOD SAFETY - 130 Fee: Member \$18.00 and Non-Member \$25.00
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Location	DatesTimes
Grandville High School 3131 Barrett Avenue, SW Grandville, MI 49418 Deadline: January 1, 2002	January 15, 22,3:00 p.m. - 6:30 p.m. and 28, 20023:00 p.m. - 6:00 p.m.
Macomb ISD 44001 Garfield Road Clinton Township, MI 48038 Deadline: January 23, 2002	February 6, 14, 28, 20023:00 p.m. - 6:30 p.m.

MERCHANDISING SCHOOL MEALS - 260 Fee: Member \$18.00 and Non-Member \$25.00
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Location	DatesTimes
Macomb ISD Bay-Huron Room 44001 Garfield Road Clinton Township, MI 48038 Deadline: February 21, 2002	March 7, 14, 28, 20023:30 p.m. - 7:00 p.m. (7 th) 3:00 - 6:30 p.m. (14/28th)

MICHIGAN'S HEALTHY EDGE 2001 - 280

Fee: Member \$18.00 and Non-Member \$25.00

Location

Macomb ISD

44001 Garfield

Clinton Township, MI 48038-1100

Deadline: November 21, 2001

DatesTimes

December 6, 13, 20, 2001 3:00 p.m. - 6:30
p.m.

Use one form and one check per class.

Make check payable to MSFSA and mail to: Michigan Department of Education,

Statewide Training Program--School Meals Unit

P.O. Box 30008, Lansing, MI 48909

To complete your registration, we must receive a check or purchase order number by the deadline.
You may fax this information to (517) 373-4022.

9

For Michigan Department of Education Use Only	Check #		Amount	\$
	<input type="checkbox"/> School <input type="checkbox"/> Personal			

[Copy as necessary]

Statewide Training Program

Multi-Registration Form

Use one form and one check per class.

CLASS NAME: _____ LOCATION OF CLASS: _____ DATE(S) OF CLASS: _____	SCHOOL DISTRICT: _____ PHONE: _____	DISTRICT NUMBER: _____
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Last Name	First Name	Social Security #	Home Telephone #	Home Address (Street, City, Zip)	MSFSA #	Fee Per Student
1						
2						
3						
4						
5						

Check which type of menu planning method you use:

- ☐ Food based - traditional ☐ Nutrient standard
☐ Food based - enhanced ☐ Assisted NSMP

Total the right hand column and attach a separate check for this amount only. L L L L L L L L L L
 Make checks payable to MSFSA.

\$

Make check payable to MSFSA and mail to:

Michigan Department of Education, Statewide Training Program--School Meals Unit P.O. Box 30008, Lansing, MI 48909

To complete your registration, we must receive a check or purchase order number by the deadline.

You may fax this information to (517) 373-4022.

All registrations are accepted on a first-come, first-served basis. If this class is filled, the registration form and check will be returned to you. Confirmation letters will NOT be mailed. Assume that you are registered unless otherwise notified.

<i>For Michigan Department of Education Use Only</i>	<i>Check #</i>	<i>" School "</i> <i>Personal</i>	<i>Amount</i>	<i>\$</i>
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[Copy as necessary]